

*United States Court of Appeals
for the Second Circuit*



VACANCY ANNOUNCEMENT

Reference# FY07-10

Position Title: Second and Third Year Law School Externs (NON-PAYING)
Full-time, starting in May 2007 and ending in August 2007.

Location: Office of Legal Affairs, Staff Counsel's Office
NYC, NY

Closing: Resumes will be reviewed as received, until filled.

Position Overview: Externs will work in the Office of Legal Affairs. They will work closely with Staff Counsel/Circuit Mediators and will attend and assist with the preparation for pre-argument conferences as well as follow-up conferences. Duties include: reviewing and analyzing cases; conducting legal research; writing legal memoranda; the opportunity to draft bench memoranda; and communicating with appellate counsel as well as other Court personnel. In addition, externs will have the opportunity to attend oral arguments and observe the workings of the Second Circuit.

Requirements: Applicants must be in good academic standing, possess excellent research and writing skills, and be able to work independently. Must be able to work full-time starting at the end of May 2007 until August 2007. Up to two positions may be filled.

Please submit a cover letter detailing the dates and times that you will be available to work, resume, law school transcript, and writing sample to:

United States Court of Appeals, Second Circuit
40 Foley Square, Room 1604
New York, NY 10007
Attn: Personnel, Reference #FY09-10

THE APPLICANT SELECTED FOR THE POSITION IS SUBJECT TO A BACKGROUND CHECK

EQUAL OPPORTUNITY EMPLOYER